

INTERNSHIP OPPORTUNITIES WITHIN THE FEDERAL GOVERNMENT

This is our annual publication of internship opportunities within the federal government for undergraduate, graduate and law students. The information contained in this publication was provided by federal departments and agencies at my request and, unfortunately, does not include every available opportunity. Despite this, I hope you will find the information useful. Please distribute this guide to as many potential applicants as possible.

UNITED STATES COMMISSION ON CIVIL RIGHTS

The U.S. Commission on Civil Rights is an independent, bipartisan agency first established by Congress in 1957. It is directed to (1) investigate complaints alleging that citizens are being deprived of their right to vote by reason of their race, color, religion, sex, age, disability or national origin, or by reason of fraudulent practices; (2) study and collect information relating to discrimination or a denial of equal protection of the laws under the Constitution because of race, color, religion, sex, age, disability or national origin, or in the administration of justice; (3) appraise federal laws and policies with respect to discrimination or denial of equal protection of the laws because of race, color, religion, sex, age, disability or national origin or in the administration of justice; (4) serve as a national clearinghouse for information in respect to discrimination or denial of equal protection of the laws because of race, color, religion, sex, age, disability or national origin; (5) submit reports, findings and recommendations to the President and Congress and (6) issue public service announcements to discourage discrimination or denial of equal protection of the laws.

OFFICE OF THE GENERAL COUNSEL

The Commission's Office of the General Counsel seeks law school externs for the fall, spring, and summer terms. Externs will perform legal, administrative and clerical tasks in support of Commission civil rights directives and projects of the Office of the General Counsel. Externs will be responsible for reviewing and verifying the accuracy and form of legal citations within Commission reports. Externs research and summarize case-law, pending and current legislation, internet sources, published studies, law review articles, various periodicals and relevant resources in the preparation of reports, memoranda and other legal documents. Externs may be asked to conduct witness interviews, to aid in the

development of project concepts, to conduct research to expand such concepts and to write reports and memoranda in support of Commission documents. Externs will provide assistance in preparation of hearings and briefings, including but not limited to preparing statements, drafting staff reports, reviewing witness biographies and preparing Hearing and Briefing Books for the Commissioners and agency staff. Externs may be asked to attend relevant Capitol Hill hearings and/or other civil rights conferences. And all externs will be held responsible for the accuracy of legal research, writing and other tasks to which they have been assigned.

Requirements:

- Enrollment in an ABA-approved law school pursuing a JD or LLM degree.
- An active interest and/or background in civil rights or civil liberties.
- Superior research and writing skills.
- The minimum time requirement is flexible, but a commitment of 15-20 hours/week is preferred.
- Contact: Maha Jweied, Attorney-Advisor, Office of the General Counsel, U.S. Commission on Civil Rights, 624 Ninth Street NW, Suite 620, Washington, D.C. 20036, DIRECT (202) 376-2890, FAX (202) 376-1163, mjweied@usccr.gov.

OFFICE OF THE STAFF DIRECTOR

The Commission's Office of the Staff Director seeks undergraduate, graduate and law school interns for the fall, spring and summer terms. The Staff Director, appointed by the President with the concurrence of a majority of the Commission, serves as the agency's administrative head and chief executive officer, responsible for providing leadership and direction to the agency's staff. Duties of an intern in the Office of the Staff Director will include (1) research and analysis of civil rights issues from both a legal and policy perspective; (2) legal, administrative and clerical tasks in support of Commission civil rights directives and projects of the Office of the Staff Director and (3) assistance in preparing for business meetings and briefings, including but not limited to: preparing statements, drafting staff reports, reviewing witness biographies and preparing briefing books for the Commissioners and agency staff.

Requirements:

- Eligible applicants include undergraduate, graduate students and law students.
- Applicants should have an active interest and/or background in

- civil rights or civil liberties.
- Applicants should demonstrate superior research and writing skills.
- The minimum time requirement is flexible, but a commitment of 15-20 hours/week is preferred.
- Contact: Christopher Byrnes, Attorney-Advisor, Office of the Staff Director, U.S. Commission on Civil Rights, 624 Ninth Street NW, Washington, D.C. 20036, (202) 376-7670 DIRECT, (202) 376-7672 FAX, cbyrnes@usccr.gov.

COMMISSION OF FINE ARTS

The Commission of Fine Arts is a design review agency for architectural projects in the District of Columbia. The Commission may consider a pre-doctoral candidate in architectural history to conduct research work. Other duties may include light filing and clerical tasks. The candidate must possess strong writing skills.

- Contact: Susan Raposa, Technical Information Specialist, Commission of Fine Arts, 401 F Street NW, Suite 312, Washington, DC 20001-2728, (202) 504-2200, staff@cfa.gov.
- Website: <http://www.cfa.gov>.

CONGRESSIONAL BUDGET OFFICE

The Congressional Budget Office (CBO) provides the Congress with the objective, timely and nonpartisan analyses needed for economic and budgetary decisions. Interns contribute to CBO's work in program areas such as budget and tax policy, health care, national defense, the environment, education, retirement and other income assistance, regulation and public investment.

Ideal candidates are pursuing graduate academic programs in Economics, Public Policy/Administration, Health Policy, Financial Management, Mathematics, Statistics, Physics or Engineering. Summer internships typically last for 10 weeks and include compensation based on academic level and work experience.

- Web site: Information about the internship and the application procedure will be posted on CBO's Web site, www.cbo.gov/employment/intern.shtml. Students provide general information and submit their cover letter, résumé, references and unofficial transcripts or course information online. Students who register at www.cbo.gov/vas_index.cfm will get an e-mail notifying them when CBO begins accepting applications.

- **Deadlines:** The application period for the 2007 Summer Internship Program is January 1 through March 1.

Selections will be based on academic achievement, the relevance of academic work to CBO's responsibilities, and work experience. Candidates will be informed of their status in the selection process by early April.

CONSUMER PRODUCT SAFETY COMMISSION

The U.S. Consumer Product Safety Commission (CPSC) is charged with protecting the public from unreasonable risks of serious injury or death from more than 15,000 types of consumer products under the agency's jurisdiction. Deaths, injuries and property damage from consumer product incidents cost the nation more than \$700 billion annually. The CPSC is committed to protecting consumers and families from products that pose a fire, electrical, chemical or mechanical hazard or can injure children. The CPSC's work to ensure the safety of consumer products - such as toys, cribs, power tools, cigarette lighters and household chemicals - contributed significantly to the 30 percent decline in the rate of deaths and injuries associated with consumer products over the past 30 years. The CPSC offers two student intern opportunities, the *Student Career Experience Program (SCEP)* and the *Student Temporary Employment Program (STEP)*.

- Web site: <http://www.cpsc.gov/about/student.html>.

Student Career Experience Program - The Student Career Experience Program offers the opportunity to work year round, flexible scheduling of work assignments, health and life insurance options and leave credit for vacations. The Program is available to all students, including high school, undergraduate, graduate and vocational/technical students. Opportunities include formal periods of work and study while you attend school (requiring a commitment by you, your school and the CPSC). Work experience is directly related to your academic field of study. You will be eligible for permanent employment after you successfully complete the educational and work requirements.

Student Temporary Employment Program - The Student Temporary Employment Program offers opportunities to work part-time while school is in session and full-time during summer and school breaks, flexible scheduling of work assignments and leave credit for vacations. The Program is available to all students, including high school, undergraduate, graduate and vocation/technical students. Work periods

are scheduled around school schedules, usually on a part-time basis while school is in session. Work experience does not need to relate to the academic program being pursued and there is no eligibility for conversion to a permanent position. Available positions are in Bethesda, Maryland, Gaithersburg, Maryland and, occasionally, around the country. You may choose from a variety of exciting fields, such as Legal/Compliance, Computer, Scientific, Engineering and Administrative.

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

The Corporation for National and Community Service provides opportunities for Americans of all ages and backgrounds to serve their communities and country through three programs: Senior Corps, AmeriCorps and Learn and Serve America. Members and volunteers serve with national and community nonprofit organizations, faith-based groups, schools and local agencies to help meet community needs in education, the environment, public safety, homeland security and other critical areas. Positions are unpaid. Prospective interns may apply for the volunteer/intern program by submitting a cover letter and resume to Beverly McGoines.

- Contact: Beverly McGoines, Office of Human Resources, Corporation for National and Community Service, 1201 New York Avenue NW, Washington, DC 20525, (202) 606-5000 x 322, Fax (202) 565-2782, bmcgoines@cns.gov.
- Web site: www.nationalservice.org.
- Deadline: Applications may be submitted at any time. Positions are available throughout the year.

COUNCIL OF ECONOMIC ADVISERS

The President's Council of Economic Advisers (CEA) provides the President with objective economic analysis and advice on the development and implementation of a wide range of domestic and international economic policy issues. The Council has a Chairman and two Members, who are Senate-confirmed Presidential Appointees. The staff of the Council consists of Senior and Junior Economists, Analysts, Research Assistants and a statistical and administrative staff.

The President's Council of Economic Advisers in Washington, D.C. offers full-time internships during spring and fall semesters and during the summer. Part-time applicants who can commit to at least 30 hours a week will be considered during the spring and fall semester. Interns at the CEA are responsible for assisting the staff in researching a wide range of macroeconomic, microeconomic

and international issues, providing assistance in making charts and analyzing data. Administrative duties to support the work of the Council are also involved.

Applicants for the Intern positions should be graduate students or full-time undergraduates with some economic coursework to their credit and have good writing and computer skills. All applicants must be a U.S. citizen (no dual citizenships); at least 18 years of age and a full time student, enrolled in a degree-seeking program at an accredited academic institution. All internship positions at the Council of Economic Advisers are unpaid.

- Contact: If you are interested in applying, please send your resume, a transcript and a cover letter via fax or e-mail to Rosemary Rogers, Intern Coordinator, President's Council of Economic Advisers, The White House, Washington, DC 20502, fax (202) 395-5013, rrogers@cea.eop.gov.
- Web site: <http://www.whitehouse.gov/cea>.
- Deadlines: October 31 for Spring session (Jan-May); March 31 for Summer (June-Aug) and May 31 for the Fall session (Aug-Dec).

ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS

The Administrative Office of the U.S. Courts supports the mission of the federal courts to provide equal justice under law. Created in 1939 as the administrative arm of the judicial branch, the Administrative Office is dedicated to providing essential administrative, legal, financial, management, program and information technology services of the highest quality to the federal courts. The Administrative Office accepts interns throughout the year in many of its program offices and recruits students with career goals and interests in court administration and management, information technology, human resources, budget and finance, law, criminal justice, legislative and public affairs and education and training. The agency accepts interns throughout the year on a paid and non-paid basis and in certain cases students receive academic credit for their internship.

- Contact: Desiree L. Watkins, Manager, Special Recruitment Services, Administrative Office of the U.S. Courts, AO Personnel Division, Suite G-200, (202) 502-1705, Fax (202) 502-4688.
- Website: <http://www.uscourts.gov/>.
- Deadline: Vacancies are posted throughout the year at www.uscourts.gov, www.studentjobs.gov and www.careerbuilder.com.

DEPARTMENT OF AGRICULTURE

The Department of Agriculture (USDA) provides national leadership on food, agriculture, natural resources, rural development and related issues based upon sound public policy, the best available science and efficient management. Specifically, the Department's goals are to enhance the international competitiveness of American agriculture, enhance the competitiveness and sustainability of rural farm economics, support increased economic opportunities and improved quality of life in rural America, enhance the protection and safety of the Nation's agriculture and food supply, improve the Nation's nutrition and health and protect and enhance the Nation's natural resource base and environment. When President Abraham established the USDA in 1962, he called it "the People's Department" because its programs served most Americans. Today the USDA employs over 100,000 individuals and provides services in all counties and states in the country, as well as in over 50 other nations.

Intern positions are available under the *Federal Student Educational Employment Program* and the *Student Volunteer Program*.

- Contact for General Information: USDA, Office of Human Capital Management, Attn: Human Capital Strategy Division, Room 320-W, Jamie L. Whitten Building, 1400 Independence Avenue SW, Washington, DC 20250-9603, (202) 720-6104. Calls may be directed to Linda Campbell at (202) 720-2830 or Marilyn Jenkins at (202) 720-7168.
- Contact for Available Student Positions: For additional information on USDA's *Student Educational Employment Program* Managers, visit <http://www.usda.gov/da/employ/2003StudentProgramManagers.htm>.
- Web site: Student Opportunities, Internships and Scholarships - <http://www.usda.gov/da/employ.htm>.
- Deadline: Applications may be submitted at any time. Positions are available throughout the year.

DEPARTMENT OF COMMERCE

The U.S. Department of Commerce's mission is to create the conditions for economic growth and opportunity by promoting innovation, entrepreneurship, competitiveness and stewardship. This mission continues to evolve, as a result of legislative and administrative additions, to encompass broadly the responsibility to foster, serve and promote the Nation's economic development and technological advancement. The Department fulfills this mission by:

- Participating with other Government agencies in the creation of national policy, through the President's Cabinet and its subdivisions;
- Promoting and assisting international trade;
- Strengthening the international economic position of the United States;

- Promoting progressive domestic business policies and growth;
- Improving comprehension and uses of the physical environment and its oceanic life;
- Ensuring effective use and growth of the Nation's scientific and technical resources;
- Acquiring, analyzing and disseminating information regarding the Nation and the economy to help achieve increased social and economic benefit and
- Assisting states, communities and individuals with economic progress.

The Department has jurisdiction over the Office of the Secretary, the Bureau of Industry and Security, the Economic and Statistics Administration, the Bureau of the Census, the Bureaus of Economic Analysis, the Economic Development Administration, the International Trade Administration, the Minority Business Development Agency, the National Oceanic and Atmospheric Administration, the National Telecommunications and Information Administration, the Patent and Trademark Office, the Technology Administration, the National Institute of Standards and Technology, the National Technical Information Service and the Office of Technology Policy.

A description of each Bureau/Office can be found by visiting the Department's Web site at http://ohrm.os.doc.gov/Career/dev01_000329 (click on Career Opportunities and then Contact List). For the Department's general student employment information, visit http://ohrm.os.doc.gov/Career/prod01_001021. Each Bureau/Office implements its own hiring program. Applicants should contact the bureau/office identified on this homepage for specific employment information.

- Contact: Cynthia Brice, U.S. Department of Commerce, Office of Human Resources Management, 14th and Constitution Avenue NW, Room 5119, Washington, DC 20230, cbrice@doc.gov.
- Web site: <http://www.commerce.gov>.

CENSUS BUREAU

The Census Bureau serves as the leading source of quality data about the nation's people and economy. We do this by collecting data from the decennial census, the American Community Survey, the economic census, Foreign Trade and the 100+ other surveys we conduct throughout the decade. We honor privacy, protect confidentiality, share our expertise globally and conduct our work openly. We are guided on this mission by our strong and capable workforce, our readiness to innovate and our abiding commitment to our customers.

- Web site: Visit <http://www.census.gov/hrd/www/jobs/student.html> to apply for our internship program.
- Contact: Katherine Clements, U.S. Bureau of the Census, Human Resource Office, 4600 Silver Hill Road, Suitland, MD 20746, (301) 763-3420, Katherine.L.Clements@census.gov.
- Web site: www.census.gov.

DEPARTMENT OF DEFENSE

The Department of Defense (DoD) is responsible for providing the military forces needed to deter war and protect the security of the nation. Paid and volunteer positions within the Department may be available to qualified undergraduate and graduate students.

WASHINGTON HEADQUARTERS SERVICES

The Washington Headquarters Services (WHS), Human Resources Directorate (HRD) provides human resources services to the Office of the Secretary of Defense, Washington Headquarters Services and a number of Defense Agencies and DoD field activities. HRD offers various types of programs and accepts paid and unpaid internships throughout the year to qualified undergraduate and graduate students. For detailed information regarding available programs, individuals should visit the website listed below.

- Contacts: Donna Whittaker or Bruce Bixby, WHS/HRD, 2521 South Clark Street, Suite 3000, Arlington, VA 22202-3918, (703) 604-6097, Fax (703) 601-2288, donna.whittaker@whs.mil or bruce.bixby@whs.mil.
- Website: <http://www.whs.mil/HRD>.

DEPARTMENT OF THE AIR FORCE

The Department of the Air Force's mission is to defend the United States and protect its interests through air and space power. The Air Force offers two centrally managed and funded internship programs. The *PALACE ACQUIRE* and *COPPER CAP* intern programs provide full-time paid civilian employment opportunities for personal and professional growth in over 20 career fields with 2-4 years full-time, on-the-job training and performance-based annual salary increases while in training. Positions are filled throughout the United States. Entry level is normally \$35,116 per annum with target salaries ranging up to \$62,291 per annum, depending on the occupation. U.S. citizenship and mobility are required. Recruiting occurs on various college campuses throughout the United

States during the fall and early spring and is advertised on USAJOBS (<http://www.usajobs.gov>) in June. USAJOBS is the official job site of the United States Federal Government. It is a one-stop source for federal jobs and employment information. For a description of each career field occupation, qualifications for each, location of vacancies and current recruiting schedules, please visit <http://ask.afpc.randolph.af.mil> and click on Civilian, Employment, Career Intern Program. Contact number is toll-free (800) 847-0108.

U.S. ARMY CORPS OF ENGINEERS

The U.S. Army Corps of Engineers (USACE) mission is to provide quality, responsive engineering services to the nation, including planning, designing, building and operating water resources and other civil works projects (navigation, flood control, environmental protections and disaster response, etc.). USACE provides design and construction management support to other Defense and federal agencies. Today as always, USACE stands ready – engineers, scientists, real estate specialists and administrators alike to meet national security, emergency and other national requirements. For employment information about the Corps, please visit its Web site at www.usace.army.mil/employment.

DEPARTMENT OF THE NAVY

The Department of the Navy's mission is to support and defend the United States' national security interests through highly visible forward presence, expeditionary readiness and on-scene power projection capability. Close to a third of the Navy and Marine Corps is made up of civilian employees who serve in numerous capacities. The Navy offers paid employment opportunities nationwide to qualified high school, undergraduate and graduate students.

- Web site: <http://www.donhr.navy.mil>.

NAVSEA also offers a limited number of internships for college graduates in conjunction with the *Navy's Acquisition Intern* and *Financial Management Trainee Programs*. Both programs are highly structured, span two to three years in duration and consist of increasingly complex work assignments, supplemented by formal classroom training and job rotations. Tuition assistance is also available for continuing education. U.S. citizenship is required.

Acquisition Internships

Acquisition professionals perform "cradle to grave" management of highly technical systems, equipment, facilities, supplies and services. The two- and one-half to three-year career development program is available in four fields: Systems Engineering, Cost Engineering, Logistics and Contracting.

- Contact: Submit your email cover letter and resume (as a separate attachment in Word) to Alex Lathers at latherswa@navsea.navy.mil for consideration. Your resume must state your degree program's major (and minor, if applicable), GPA, educational institution and graduation date.
- Web site: Additional information on the program is available at <http://www.navyintern.cms.navy.mil>.

Financial Management Internships

This two-year career developmental program is available in the fields of accounting, budget or financial analysis. The program accepts degrees in all major fields of study including business, accounting, economics, liberal arts and the social sciences.

- Web site: Program requirements and application packages are available on the Navy's Financial Management Career Center Web site at <http://www.nfmc.navy.mil/cfmltp.html>.

Additionally, USA JOBS (www.usajobs.gov) has updated listings of internship and job opportunities.

NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY

The National Geospatial-Intelligence Agency (NGA) provides timely, relevant, and accurate geospatial intelligence in support of national security objectives. Geospatial intelligence is the exploitation and analysis of imagery and geospatial information to describe, assess, and visually depict physical features and geographically referenced activities on the Earth. NGA offers internships and cooperative education programs for students majoring in the following disciplines: Astronomy, Cartography, Cultural Area Studies, Environmental Science, Forestry, Geodesy, Geography (Physical, Political, Demographic, or Regional), Geology, Geophysics, Hydrology, Imagery Science, International Affairs, Marine Science, Meteorology, Photogrammetry, Physical Science, Remote Sensing, Business, Finance, and Accounting. Eligibility requirements and additional information are detailed on NGA's website.

- Contact: Cynthia Coleman, Kimberly Boone or Debra Fitzwater at (703) 755-5900.
- Website: www.nga.mil/careers; click on Student Programs.
- Deadline: Applications may be submitted online throughout the year.

NATIONAL SECURITY AGENCY

The National Security Agency (NSA) is America's cryptologic organization. It coordinates, directs and performs highly specialized activities to protect U.S. information systems and produce foreign intelligence information. *College Intern Programs* support more than 120 participants majoring in areas including mathematics, computer science, electrical and computer engineering and liberal arts. Our Internship Programs are 12-week work assignments that include experience in computer network security, operations research technology, intelligence analysis, foreign language study and physical sciences. Some programs are aimed at graduate level study, including participants with master's degrees in technical fields. Individuals may apply on-line from August 1 to October 15. Ms. Laura McWee (ljmcwee@nsa.gov) is the point of contact for all intern program applicant processing. The following provides a description of NSA's Intern Programs:

The *Graduate Mathematics Program (GMP)* is a highly competitive program for exceptional graduate mathematics students. The program provides students with the opportunity to work directly with NSA mathematicians on missions-critical programs. Applicants must be enrolled in a mathematical graduate program and show evidence of successful work on an independent project in pure or applied mathematics or computer science.

The *Math Summer Employment Programs (MSEP)* allows students to collaborate with the top mathematicians in the country, solving problems critical to the success of NSA's missions. Participants have the opportunity to learn and develop cryptomathematical theory and to apply the theory to operational problems.

The nationally recognized *Director's Summer Program (DSP)* is a 12-week summer workshop for outstanding college mathematics students. Participants work with mathematicians on exciting cryptomathematical problems. The program is highly competitive

and is intended primarily for college students between their junior and senior year, although, exceptional freshmen, sophomores and graduate students will be considered. The majority of participants continue on to pursue advanced degrees.

The *Summer Program for Operations Research Technology (SPORT)* is an internship program for graduate students in Masters or Ph.D. programs who have experience with computer programming languages. This program allows top graduate students who have highly developed operations research skills an opportunity to apply their knowledge in the professional atmosphere.

The *Information Assurance Semester Intern Program (SIP/IA)* provides an opportunity for students who are concentrating in disciplines related to Information Assurance to earn while they learn. For the purposes of this program, Information Assurance encompasses scientific, technical and management disciplines required to ensure computer network security (e.g. Mathematics, Biometrics, Physics, Computer or Electrical Engineering, Computer Science, Computer Programming, Database Administration, Operation Research, Information Security and the like.)

The *Knowledge Discovery Semester Intern Program (SIP/KD)* provides a 12-week experience for students who are majoring in disciplines related to Knowledge Discovery, such as Computer Science, Computer or Electrical Engineering, Software Engineering, Computational Linguistics, Mathematics, Cognitive Science and Psychology. Applicants must be 3.0 or higher GPA and must be a college junior or graduate student.

The *Intelligence Analysis Summer Program* offers college upperclassmen and graduate students the opportunity to receive training in a multi-faceted cryptologic discipline that involves research analysis and the presentation of findings that enable us to provide the fullest possible Signals Intelligence picture to U.S. policymakers, military commanders and other Intelligence Community members.

The *Summer Language Program* offers foreign language students the opportunity to sharpen their language skills in reading and listening to a professional level. As an apprentice to senior NSA Language Analysts, students will gain intensive experience exploiting communications for vital intelligence missions. They'll also have the unique opportunity for multi-dimensional and cross-disciplinary growth in analytical skills. The Summer Language Program is currently hiring students studying Arabic, Chinese, Persian Farsi and Korean.

The *Signals Intelligence (SIGINT) Collection and Collection Management Summer Intern Program (CCMP)* permits undergraduate students to actively participate in on-going SIGINT Collection and Collection Management operations to satisfy national intelligence needs. The students work directly under the guidance of veteran SIGINT Collection professionals managing collection operations, participating in at least one Temporary Duty trip to a remote SIGINT Collection site and working with a senior Mentor to develop career aspirations in Collections or Collection Management.

DEPARTMENT OF EDUCATION

The Department of Education (ED) establishes policy for, administers and coordinates most federal assistance to education. Its mission is to ensure equal access to education and to promote educational excellence throughout the nation. ED offers internships in several departmental offices such as Elementary and Secondary Education, Civil Rights and Leadership and Teacher Development. These unpaid internships are available year-round. Students must be enrolled in a high school, trade school, technical or vocational institute, junior college, college, university or other accredited educational institution.

- Contact: (202) 401-5344.
- Web site: <http://www.ed.gov/students/prep/job/intern/index.html>.

DEPARTMENT OF HEALTH AND HUMAN SERVICES

The Department of Health and Human Services (HHS) is the federal government agency most involved in the nation's human concerns, serving newborn infants to persons requiring health services to the country's most elderly citizens. Employment opportunities with HHS are listed on the Department's Web site at

<http://www.hhs.gov/careers/index.html>
<http://www.hhs.gov/careers/elp.html>.

and

ADMINISTRATION FOR CHILDREN AND FAMILIES

The Administration for Children and Families (ACF) and its partners – other federal agencies, state, local and tribal governments and the private sector – provide national leadership and create opportunities for low-income, disadvantaged families and individuals to lead economically and socially productive lives, for children to develop into healthy adults and for communities to become more prosperous and supportive of their members. ACF oversees and finances a broad range of programs for children and families, including Native Americans, persons with developmental disabilities, refugees and legalized aliens, to help them develop and grow toward a more independent, self-reliant life. The ACF accepts interns throughout the year in many of its programs on a paid (budget permitting) and non-paid basis and in certain cases interns receive academic credit for their internship.

- Contact: Eileen H. Lohr, Office of Management Resources, ACF, 370 L'Enfant Promenade SW, Washington, DC 20774, (202) 401-9357, Fax (202) 205-4928.
- Web site: <http://www.acf.hhs.gov>.
- Deadline: Applications may be submitted at any time. Positions are available throughout the year.

CENTERS FOR DISEASE CONTROL AND PREVENTION

The Centers for Disease Control and Prevention (CDC), Department of Health and Human Services, has a small Washington, DC-based office that specializes in public health policy and legislative issues. Specifically, The CDC Washington Office (CDC/W) designs strategies for complex public health issues & develops plans for the Agency's work with Congress and other Washington area organizations (agencies, private and non-profit, think tanks and associations) to advance CDC's public health goals. The CDC/Washington is part of the Office of the Director and acts as a liaison between CDC and the Washington policy community.

CDC/W represents the Agency in Washington to the Department of Health and Human Services and other federal agencies and partners. CDC/W is the primary office in CDC for receiving requests for health information and assistance with legislation from Congress. One of the Office's most important functions is educating Congressional offices about CDC accomplishments, collaborations and state and local activities - as

well as apprising them of important public health developments. CDC/W also informs Congressional offices about the full array of services that CDC provides through briefings and regular personal, telephonic and electronic communications. Finally, this office tracks legislation impacting CDC programs and coordinates the preparation of CDC testimony and witnesses for hearings.

- **Deadline:** CDC/Washington Office typically accepts public health interested college and graduate level students for internship positions throughout the year.
- **Contact:** To apply for a voluntary internship position with this office, please email a letter and resume to Miranda Katsoyannis, CDC/Washington, 746 G HHS Bldg., 200 Independence Avenue SW, Washington, D.C. 20201, (202) 690-8598, fax (202) 690-7519, Mtk7@cdc.gov.
- **Web site:** www.cdc.gov/washington.

THE NATIONAL INSTITUTES OF HEALTH

The National Institutes of Health (NIH) is the steward of medical and behavioral research for the Nation. It provides leadership and direction to programs designed to improve the health of the public by conducting and supporting research: in the causes, diagnosis, prevention and cure of human diseases; in the processes of human growth and development; in the biological effects of environmental contaminants; in the understanding of mental, addictive and physical disorders and in directing programs for the collection, dissemination and exchange of information in medicine and health. The NIH offers a variety of paid and volunteer internships for undergraduate and graduate students in science-, health- and administrative-related fields of study. Additionally, the NIH partners with the Department of Health and Human Services (HHS) and the Office of Personnel Management (OPM) by offering internship opportunities for students who have recently completed graduate school or who have received undergraduate degrees and have work experience.

- **Contact:** Judith Phillips, NIH Training Center, National Institutes of Health, 6120 Executive Blvd., Suite 350, MSC, Bethesda, MD 20892, (301) 751-7301, fax (301) 480-3197, phillipsju@od.nih.gov.
- **Web sites:** <http://internships.info.nih.gov>; <http://www.pmf.opm.gov>; <http://www.jobs.nih.gov/student.htm>; <http://www.hhs.gov/careers/elp.html>.
- **Application Procedures:** see Web site for dates and application deadlines and procedures.

DEPARTMENT OF HOMELAND SECURITY

The Department of Homeland Security (DHS) has been tasked to provide the unifying core for the vast national network of organizations and institutions involved in efforts to secure our nation. DHS prevents and deters terrorist attacks and protects against and respond to threats and hazards to the nation. The Department reduces America's vulnerability to terrorism and minimizes the damage from potential attacks and natural disasters. It ensures safe and secure borders, welcomes lawful immigrants and visitors and promotes the free-flow of commerce.

At the Washington, DC headquarters, the Department offers paid summer internship opportunities to undergraduate and graduate students who express an interest in national security issues. Volunteer positions are also available for students working towards degree completion. Applications for summer internships should be submitted by April 15th of each year.

- Contact: Michael Matthews, Human Resource Specialist, Office of Human Capital, Hiring and Transition Response Team, Department of Homeland Security, 7th and D Streets SW, Washington, DC 20528, (202) 692-4273, Michael.Matthews@dhs.gov.

U.S. CITIZEN AND IMMIGRATION SERVICES (CIS)

The USCIS, formerly the Immigration and Naturalization Service, transitioned into the Department of Homeland Security on March 1, 2003. The priorities of USCIS are to promote national security, continue to eliminate immigration case backlogs and improve customer services. USCIS does not currently have a dedicated intern program. However, USCIS employs students throughout the year under the Federal Student Educational Employment Program. Appointments provide temporary employment for a specified period under the *Student Temporary Employment Program (STEP)* or career-related employment under the *Student Career Experience Program (SCEP)*. Opportunities may be available to graduate and undergraduate students.

- Contact: USCIS, ATTN: Human Capital Management Office, lashawn.walker@dhs.gov.

U.S. CUSTOMS AND BORDER PROTECTION

As the single unified border agency of the United States, the U.S. Customs and Border Protection (CBP) mission is vitally important to the protection of America and the American people. The primary mission of CBP is to

prevent terrorists and terrorist weapons from entering the United States while facilitating the flow of legitimate trade and travel. CBP offers internships for high school students and those enrolled in undergraduate, graduate and doctoral academic programs.

Student Temporary Employment Program (STEP) – CBP offers temporary paid internships that range from summer jobs to positions that last as long as the student is enrolled in school and is in good academic standing.

Student Career Experience Program (SCEP) - CBP offers cooperative educational opportunities through the SCEP program, which allows students the opportunity to gain work experience directly related to their academic field of study. This program may also lead to permanent employment at CBP upon graduation and completion of all academic and work requirements.

Student Volunteer Program (SVP) – CBP offers unpaid internships to students who wish to gain experience related to their academic studies.

To qualify for the above programs, candidates must be U.S. citizens, enrolled in an academic program and able to successfully complete a background investigation.

- Contact: Send a resume and cover letter to Mr. Christopher Baron, CBP National Recruitment Office, 1300 Pennsylvania Avenue NW, Washington, DC 20229, (202) 863-6216, Christopher.baron@dhs.gov, Fax (202) 863-6140.
- Web site: <http://www.cbp.gov>.
- Deadline: Resumes may be submitted at any time. Positions are available throughout the year.

DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

The Department of Housing and Urban Development (HUD) is the federal agency responsible for national policy and programs that address America's housing needs, improve and develop the nation's communities and enforce fair housing laws. HUD's mission is to help create a decent home and suitable living environment for all Americans, and it has given America's communities a strong national voice at the Cabinet level. HUD plays a major role in supporting

homeownership by underwriting homeownership for lower- and moderate-income families through its mortgage insurance programs. Paid and unpaid internship opportunities for graduate, undergraduate and high school students are available throughout the year.

- Contact: Kay Davis, US HUD, Office of Human Resources, 451 7th Street SW, Washington, DC 20410, (202) 708-0614, ext. 3045.
- Web site: <http://www.hud.gov>
- Interested applicants should watch for specific vacancy announcements regarding the programs, which will be listed on the current openings page of HUD's Web site and can be found at www.usajobs.gov. Be sure to follow the specific application and submission instructions outlines in the vacancy announcement.

DEPARTMENT OF THE INTERIOR

The Department of the Interior's mission is to protect and provide access to the nation's natural and cultural heritage. The Department manages the nation's public lands and minerals, national parks, national wildlife refuges and western water resources. The Department also upholds federal trust responsibilities to Indian tribes and reservations. All current employment openings in the Department of Interior are listed on the Department's Web site at <http://www.doi.gov/doijobs/doijobs.html>. Intern programs operating within the Department are listed below.

Government-wide Acquisition Management Intern Program (GAMIP) -

The DOI University's GAMIP is a three-year program designed to recruit, develop and retain a group of diverse future leaders in the federal government's acquisition management field. It is designed for college graduates with a Bachelor's degree (or higher) with at least 24 hours in any combination of the accounting, business, finance, law, contracts, purchasing, economics, industrial management, marketing, quantitative methods and organizations and management fields. Upon successful completion of the training program, interns are permanently placed in a sponsoring agency.

- Contact: Cori Sabet, U.S. Department of the Interior, National Business Center, DOI University, 1849 C Street NW, MS 7129-MIB, Washington, DC 20240, (202) 219-2213, Corinne_c_sabet@nbc.gov.
- Web site: www.doiu.nbc.gov/intern.html.
- Deadline: Applications for the program are accepted online only through the USAJOBS website. Applications for employment must be

submitted by the closing date of the vacancy announcements which are posted at www.usajobs.opm.gov in February/March of each year.

Office of the Secretary Management Intern Program (OSMIP) - The OSMIP is a 2-year program designed to recruit, develop and retain highly qualified diverse candidates for leadership positions. Individuals enter a two-year internship at the GS-5 or GS-7 grade level and receive effective career development through formal/informal training and rotation assignments in the Department's functional areas such as, Budget Administration; Financial Management; Contracting; Information Management; Human Resources Management; Equal Employment Opportunity and Policy Management. Upon successful completion of the internship, participants are permanently placed in positions targeted to the GS-12 level.

- Contact: Shari Hanscomb, U.S. Department of the Interior, National Business Center, DOI University, 1849 C Street NW, Mail Stop 7129-MIB, Washington, DC 20240, (202) 208-5796, Shari_A_Hanscomb@nbc.gov.
- Web site: www.doiu.nbc.gov/intern.html.
- Deadline: Applications for employment must be submitted by the closing date of the vacancy announcements which are posted at www.usajobs.opm.gov in January/February of each year.

Financial Management Career Intern Program (FMCIP) - The purpose of the FMCIP is to recruit, develop and retain future leaders for the Department, particularly in its Financial Management Offices. Interns are permanently placed in one of the Office of the Secretary Financial Management offices upon completion of the three-year internship. The program provides practical work experience through formal/informal training, mentor relationships and rotational assignments. Participants receive not only a breadth of technical knowledge concerning policy, management and budget, but also a broad exposure to different organizational cultures and leadership styles. Target positions are at the GS-12 grade level.

- Contact: Shari Hanscomb, U.S. Department of the Interior, National Business Center, DOI University, 1849 C Street NW, Mail Stop 7129-MIB, Washington, DC 20240, (202) 208-5796, Shari_A_Hanscomb@nbc.gov.
- Web site: www.doiu.nbc.gov/intern.html.

- **Deadline:** Applications for employment must be submitted by the closing date of the vacancy announcements which are posted at www.usajobs.opm.gov in January/February of each year.

Many of the Department's subagencies offer internship opportunities:

BUREAU OF LAND MANAGEMENT

As the Nation's largest land manager, the Bureau of Land Management (BLM) is responsible for more than 260 million acres of public lands, - nearly one-eighth of all land in the United States - and more 700 million acres of federal subsurface mineral estate nationwide. The BLM's multiple-use mission is to sustain the health and productivity of the public lands for the use and enjoyment of present and future generations. The Bureau accomplishes this by managing such activities as outdoor recreation, livestock grazing, mineral development and energy production and by conserving natural, historical, cultural and other resources on the public lands.

The BLM accepts applications for its *Student Career Experience Program (SCEP)* and places students in career track internship positions that are located across the United States. Students gain professional experience for a competitive salary. Students may receive tuition and travel assistance packages, which may vary by work site. The BLM also places high-school and college students in non-career track temporary employment positions through the *Student Temporary Employment Program (STEP)*.

- **National SCEP and STEP Contact:** Anzanette Randall, Special Initiatives, 1849 C Street NW, Suite 300, Washington, DC 20240, (202) 254-3318, Fax (202) 418-3013, anzanette_randall@blm.gov.
- **Web site:** www.blm.gov.
- **Deadline:** Applications may be submitted at any time. Positions are available throughout the year.

U.S. GEOLOGICAL SURVEY

The mission of the U.S. Geological Survey is to serve the nation by providing reliable scientific information to describe and understand the Earth; minimize loss of life and property from natural disasters; manage water, biological and energy resources and enhance and protect our quality of life. Paid and volunteer positions may be available.

- **Web sites:** Employment Opportunities - www.usgs.gov/ohr/.
Volunteer Opportunities - www.usgs.gov/volunteer. Student

Employment Opportunities - www.usgs.gov/student. Mendenhall Postdoctoral Research Program - <http://geology.usgs.gov/postdoc/>.

- Deadlines: Applications for volunteer positions may be submitted at any time. Applications for employment must be submitted by the closing date on the vacancy announcements. Applications for the Mendenhall Postdoctoral Research Program are due in the fall each year.

MINERALS MANAGEMENT SERVICE

The Minerals Management Service assesses the nature, extent, recoverability and value of minerals on the Outer Continental Shelf and ensures that revenues from Federal Indian leases are collected and distributed. Positions may be available to graduate and undergraduate students.

- Web site: <http://www.mms.gov>

DEPARTMENT OF JUSTICE

The Department of Justice protects the American citizens from criminals and subversion, ensures healthy competition of business in the free enterprise system, safeguards consumers and enforces national drug, immigration and naturalization laws.

- Website: www.usdoj.gov/careers.

Many of the Department's sub-agencies offer internship opportunities:

DRUG ENFORCEMENT ADMINISTRATION

The mission of the Drug Enforcement Administration (DEA) is to identify, target, investigate, disrupt and dismantle the international, national, state and local drug trafficking organizations that are having the most significant impact in America. They are committed to investigating and prosecuting major drug law violators in the United States and all over the world. DEA currently accepts students in volunteer (non-paid) internships throughout the year in many of our domestic offices which are located throughout the U.S. Student Volunteers may work up to six months with the DEA to gain work experience in clerical and administrative support positions which involve work such as organizing non-drug evidence, answering telephones or performing research projects. Students are required to be enrolled at least half-time and in good academic standing in order to participate in the program.

- Contact: (202) 307-4088 for opportunities in Headquarters, (202) 307-4077 for opportunities in Field Offices.
- Web site: www.dea.gov.

FEDERAL BUREAU OF INVESTIGATION

The Federal Bureau of Investigation (FBI) is an Equal Opportunity Employer and fully supports diversity within the workplace by offering numerous paid and non-paid (volunteer) internship opportunities for undergraduate and graduate students. These programs provide a unique working experience for students to explore the many career opportunities within the FBI related to their academic studies. Applications for the *Honors Internship Program* are due October 10th each year; however, the FBO accepts interns throughout the year on a non-paid basis and in certain cases, students receive academic credit for their internship. Students are encouraged to visit the Student Center located on its Web site www.fbijobs.gov which provides them the opportunity to review all of the FBI's Internship Programs along with the required qualifications, selection process, application requirements, how to apply, established deadlines, etc., as well as the appropriate contact person(s) and telephone numbers.

- Deadline: October 10th each year for Honors Internship Program, throughout the year for volunteer internships.
- Web site: www.fbijobs.gov.

U.S. MARSHALS SERVICE

The U.S. Marshals Service protects federal courts, apprehends federal fugitives, operates the Witness Protection Program, transports federal prisoners and seizes property forfeited to the government by criminals. Volunteer opportunities for college-age students may be available in the Charlotte district office and the U.S. Marshals Service headquarters in Washington.

- Web site: <http://www.usmarshals.gov>.

OFFICE OF JUSTICE PROGRAMS

Since its founding in 1984, the Office of Justice Programs (OJP) has provided federal leadership in developing the nation's capacity to prevent and control crime, administer justice and assist crime victims. It also develops information about crime and its related legal and social implications. OJP's bureaus and offices provide federal leadership and administer federal grants, provide training and technical assistance,

support technology development and research and gather and disseminate statistics. OJP is led by an Assistant Attorney General who ensures that OJP policies and programs reflect the priorities of the President, the Attorney General and the Congress.

OJP's bureaus are: the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention and the Office for Victims of Crime. OJP's program office is the Community Capacity Development Office. Other offices within OJP provide agency-wide support. They are: the Office of Administration, the Office of Management and Budget Services, the Office of the Chief Information Officer, the Office for Civil Rights, the Office of Communications, the Office of the Comptroller, the Office of General Counsel and the Equal Employment Opportunity Office. OJP offers a variety of student employment programs in many of these components.

- Contact: U.S. Department of Justice, Office of Justice Programs, Human Resources Division, 810 7th Street NW, Room 3300, Washington, DC, (202) 307-0730. For internship opportunities in OJP's Office of Communications only, contact Deborah Sheetz at (202) 514-9338.
- Web site: www.ojp.usdoj.gov/about/students.htm. For internship opportunities in OJP's Office of Communications visit www.ojp.usdoj.gov/ocom/intern.

DEPARTMENT OF LABOR

The primary mission of the U.S. Department of Labor is to serve and protect American workers, prepare them for new and better jobs and ensure the adequacy of America's work places. In serving and protecting workers, the Department of Labor ensures workers' rights, inspects work sites, shields workers from employment discrimination, administers unemployment insurance programs, collects and analyzes economic data, protects pension benefits and enforces workers' compensation and wage standards. The Department also sponsors training and retraining programs to help workers and veterans adapt to the demands for new skills in the ever-changing work force. The Department offers paid and voluntary internships in a variety of academic majors. Some of the internships available to both undergraduate and graduate students are: Accounting, Computer Science, Economics, Engineering, Finance, Law, Mathematics, Physical/Biological Sciences, Industrial Hygiene, Statistics, Social

- Website: www.dol.gov.

OFFICE OF DISABILITY EMPLOYMENT POLICY

The Office of Disability Employment Policy (ODEP) provides national leadership by developing and influencing disability-related employment policy, as well as practice affecting the employment of people with disabilities. In furtherance of this mission, ODEP supports two internship programs for college students with disabilities:

The Workforce Recruitment Program for College Students with Disabilities

The Workforce Recruitment Program for College Students with Disabilities (WRP), cosponsored by ODEP and the U.S. Department of Defense, provides summer and permanent job opportunities in the federal government and the private sector for college students with disabilities. Jobs are available in many federal agencies and in a variety of fields. To be eligible for the WRP, a student must have a disability, be a current full-time undergraduate or graduate student or have graduated within one year of the date of the interview. For this year's program, any student who graduates in May or later would still be eligible. Students must also be U.S. citizens. The program is run on an annual basis and requires an on-campus recruitment visit. The interviews take place during January and February of each year. The WRP does not work directly with individual students but through points of contact at colleges and universities.

- Contact: Betsy Kravitz, Office of Disability Employment Policy, 200 Constitution Avenue NW, Room S-1303, Washington, DC, 20210, (202) 693-7860, Fax (202) 693-7888, kravitz.betsy@dol.gov.
- Website: <http://www.dol.gov/odep>.
- Deadline: Schools that would like to participate in the WRP should make contact by August for recruitment the following January/February.

MINE SAFETY AND HEALTH ADMINISTRATION (MSHA)

The Mine Safety and Health Administration (MSHA) is a federal government agency dedicated to sending miners home safe and healthy every shift, every day. We offer health, life and long-term care insurance; a stable retirement program, including a tax-deferred savings plan; generous annual, sick and holiday leave; a 40-hour work week; travel reimbursement and flexible spending accounts for medical and dental expenses.

MSHA utilizes the *Federal Career Intern Program* (FCIP) authority for its entry-level Mine Safety and Health Inspector positions throughout the United States at the GS-5 through GS-11 levels. The FCIP is designed to attract qualified candidates and prepare them through formal training for a career as a Mine Safety and Health Inspector.

Interested applicants are required to attend a Federal Career Intern Screening that includes a qualification assessment process to determine the applicant's basic competence in math and writing and other competencies identified in the Department of Labor competency model for GS-1822 Mine Inspector/Specialist positions.

Information regarding positions and how to apply for Federal Mine Inspector positions is located on MSHA's Inspector Career Intern Program Web site at www.msha.gov/Inspectors/InspectorsInternProgram.asp.

- Contact: Mine Safety and Health Administration, Human Resources Division, 1100 Wilson Boulevard, Room 2160, Arlington, VA 22209-3939, (202) 693-9875, Fax (202) 693-9856.
- Website: <http://www.msha.gov/>.
- Deadline: Vacancies are posted throughout the year at <http://www.msha.gov/>.

DEPARTMENT OF STATE

The U.S. Department of State is the lead U.S. foreign affairs agency. The Department is responsible for formulating, implementing and supporting U.S. foreign policy, assisting U.S. citizens abroad and managing the human and material resources that provide the platform for U.S. foreign policy. The Department begins its mission in Washington, D.C. where Foreign Service, Civil Service and student employees are hired to work at its offices in the United States and at nearly 265 posts abroad. The *Student Intern Program* provides internship opportunities both domestic and abroad for undergraduate and graduate students. Interns are engaged in issues such as human resource administration, real property management, budget and finance, environmental issues, conflict resolution, nuclear non-proliferation, human rights and democracy, world trade and public diplomacy. Internships are available for summer, fall or spring. The majority of internships are unpaid; a limited number of paid positions are available to students who can demonstrate financial need. A broad range of academic majors is sought.

- Contact: Office of Student Programs, HR/REE/REC, U.S. Department of State, 2401 E Street NW, Room H518, Washington, D. C. 20522 , (202) 261-8888 Fax: (202) 261-8842, StudentPrograms@state.gov.

- Website: www.careers.state.gov.
- Deadline: Applications must be submitted online at the above website in accordance with the following deadlines: Summer Internship – November 1; Fall Internship – March 1; Spring Internship – July 1

DEPARTMENT OF THE TREASURY

The Department of the Treasury performs four basic functions: formulating and recommending economic, financial, tax and fiscal policies; serving as the financial institution for the nation; enforcing the law and manufacturing coins and currency. Additional information can be found on the Department's Web site at www.ustreas.gov. Paid and volunteer internship opportunities may be available to graduate and undergraduate students in several of the Department's sub-agencies:

BUREAU OF ENGRAVING AND PRINTING

The Bureau of Engraving and Printing (BEP) is the security printer for the United States Government. As a world leader in printing technology, BEP is responsible for the design, engraving and printing of all United States paper currency and other printed security documents, such as military identification cards, Immigration and Naturalization/Citizenship certificates, portions of the United States passport, etc. All products are designed and manufactured with advanced counterfeit deterrence features to ensure product integrity. Additionally, BEP advises other federal agencies on document security matters and processes claims for the redemption of mutilated currency. BEP's research and development efforts focus on the continued use of automation in the manufacturing process and counterfeit deterrent technologies for use in security documents, especially United States paper currency.

College graduates and experienced professionals, who are interested in public service, are recruited by BEP through the *Federal Career Intern Program (FCIP)*, a paid two-year internship which prepares individuals for careers in public service. The FCIP provides training and on-the-job work experience in various career fields. Upon completion of the internship, candidates may be eligible for permanent placement. Prospective interns may apply whenever there is an announced vacancy. Vacancy bulletins are posted online at www.moneyfactory.gov. Because BEP has a wide range of career opportunities, potential candidates are

asked to carefully review the skills and qualifications required for each bulletin posted.

- Contact: Linda Washington-Scott, Manager, Employment Services Division, Office of Human Resources, Room 446, Bureau of Engraving and Printing, 14th & C Streets SW, Washington, DC 20228, (202) 874-2445, Linda.scott@bep.treas.gov.
- Website: www.moneyfactory.gov

OFFICE OF THRIFT SUPERVISION

The Office of Thrift Supervision (OTS) is responsible for supervising savings associations to maintain the safety and soundness of those associations and compliance with consumer laws and to ensure the viability of the thrift industry. Paid and volunteer positions may be available to undergraduate students in the regional offices.

- Contacts: Gail Burden, gail.burden@ots.treas.gov, (202) 906-6279 or Greg Kowalski, Gregory.Kowalski@ots.treas.gov, (202) 906-6220.
- Web site: <http://www.ots.treas.gov>.

ENVIRONMENTAL PROTECTION AGENCY

The Environmental Protection Agency's (EPA) mission is to protect human health and to safeguard the natural environment – air, water and land – upon which life depends. The Agency offers the *EPA Intern Program (EIP)*. The EIP is an entry level, full-time, professional employment and career development program for college graduates. It is not for summer or temporary employment. Potential interns must compete for available positions at EPA Headquarters and regional offices. Program vacancies are announced on an annual basis and vacancy information can be found at www.epa.gov/jobs and www.usajobs.opm.gov. For summer or temporary positions, please visit www.epa.gov/students.

- Website: www.epa.gov/jobs.
www.usajobs.opm.gov.
www.epa.gov/students.

EQUAL EMPLOYMENT OPPORTUNITY COMMISSION

The Equal Employment Opportunity Commission (EEOC) is responsible for enforcement of federal statutes that prohibit discrimination based on race, color, religion, sex, national origin, disability or age. The EEOC considers and accepts students for unpaid internships throughout the year. Students must be enrolled

in an accredited undergraduate or graduate program and be in good academic standing. Internships are designed to provide valuable work experience and, in certain cases, students may receive academic credit for the internship. Interns generally find the experience to be rewarding and interesting. A majority of internships are with law students interested in pursuing careers in employment law. Internships may also be available for students with career goals and interests in other EEOC program areas such as administration and management, human resources, information technology, public affairs and finance.

- Program Contact: Linda Pitts, EEOC, Office of Human Resources, 1801 L Street NW, Washington, DC 20507, (202) 663-4342, Linda.Pitts@eeoc.gov. (Please type "Student Intern" in the subject line of your email.)
- Web site: <http://www.eeoc.gov>, click on How to Contact Us, click on EEOC Field Office List and Jurisdiction Map. Ask to speak with the human resources representative.
- Deadline: Students may inquire anytime.

FARM CREDIT ADMINISTRATION

The Farm Credit Administration (FCA) is responsible for ensuring the safe and sound operation of the banks, associations, affiliated service organizations and other entities that collectively comprise the Farm Credit System. Paid clerical positions may be available in the summer for students at least 16 years of age.

- Contact: Lynn Lotocki, Summer Employment Coordinator, Farm Credit Administration, 1501 Farm Credit Drive, McLean, VA 22102-5090, lotockil@fca.gov, (704) 883-4154, TTY (703) 883-4444, fax (703) 893-2608.
- Website: <http://www.fca.gov>.
- Deadline: April 15th of each year.

FEDERAL DEPOSIT INSURANCE CORPORATION

The Federal Deposit Insurance Corporation (FDIC) promotes and preserves public confidence in the U.S. financial system by insuring bank and thrift deposits for at least \$100,000; by identifying, monitoring and addressing risks to the deposit insurance funds and by limiting the effect on the economy and the financial system when a bank or thrift institution fails.

An independent agency of the federal government, the FDIC was created in 1933 in response to the thousands of bank failures that occurred in the 1920s and early 1930s. Since the start of FDIC insurance on January 1, 1934, no depositor has lost any insured funds as a result of a financial institution failure.

The FDIC is headquartered in Washington, DC, but conducts much of its business in six regional offices and in field offices across the country. The FDIC is interested in students majoring in economics, information technology, business administration, accounting, finance and marketing. First and second year law students also are invited to apply for employment.

- Contact: Michelle V. Petty, FDIC Human Resources Specialist, (703) 562-2152, careerswashington@fdic.gov.
- Web site: <http://www.fdic.gov/about/jobs/stuemp.html>
- Deadline: Internship opportunities are available year-round and summer.

FEDERAL EMERGENCY MANAGEMENT AGENCY

The Federal Emergency Management Agency (FEMA) is the central agency within the federal government for emergency planning, preparedness, mitigation, response and recovery. Paid and volunteer positions may be available in Washington and in various regional offices.

- Web site: <http://www.fema.gov>

GENERAL SERVICES ADMINISTRATION

The General Services Administration's (GSA) mission is to support other federal agencies. GSA serves as the government's "landlord," managing over 339 million square feet of space for over 1 million federal employees. GSA is also the leader in federal procurement providing equipment, supplies, telecommunications and information technology solutions to other agencies. GSA plays a key role in developing and carrying out policies that affect many government agencies. You'll find GSA offices in major cities across the country from Washington, DC to San Francisco. GSA's workforce includes architects, engineers, realtors, IT professionals, accountants, human resource specialists, supply specialists and contract specialists.

Internship positions at GSA are geared to soon-to-be college graduates looking to build a future in the federal government. GSA advertises full-time job openings for students interested in pursuing a career in financial management, human resources, acquisition and supply management.

- Website: www.gsa.gov
- Deadline: Positions are advertised throughout the year at www.gsa.gov and at www.usajobs.opm.gov.

GOVERNMENT PRINTING OFFICE

The U.S. Government Printing Office (GPO) is a federal agency in the legislative branch of Government established to ensure the public's right to government information by printing, preserving and disseminating it. The GPO has traditionally recruited college students in the printing, graphic communications, and IT fields for paid fulltime positions and a limited number of paid co-ops. Presently, GPO is including unpaid internships into its array of student programs. A range of academic majors is being sought in areas such as Library Science, Information Management, Business Administration, Science & Technology and Engineering. Intern duties and responsibilities vary according to office assignment, from scientific/technical tasks to administrative projects to logistical support.

The GPO is accepting resumes/applications for unpaid interns for the summer term. It is important to note that, in certain cases, students receive academic credit for their internship in addition to gaining valuable work experience.

- Contact: Send resumes and college transcripts to: Human Capital Office, Mail Stop HC, U.S. Government Printing Office, 732 North Capitol Street NW, Washington, DC 20401, recruitment@gpo.gov.
- Web site: For more information, visit the GPO site at www.gpo.gov/careers.

BOARD OF GOVERNORS OF THE FEDERAL RESERVE SYSTEM

The Federal Reserve System is the central bank of the United States and is charged with administering and making policy for the nation's credit and monetary affairs. Internship opportunities are listed on the Federal Reserve's Web site at www.federalreserve.gov/careers. The Federal Reserve Board, located in Washington, DC, offers paid and volunteer summer positions to graduate and undergraduate students in economics, finance or computer science. Summer positions are available in the following divisions:

DIVISION OF INFORMATION TECHNOLOGY

The Division of Information Technology (IT) provides a broad range of automation, telecommunications and statistical services to the Federal Reserve Board. Summer positions are open to undergraduate and graduate students in computer science, economics and finance.

- Contact: Nakia Lucas or Lillian McKinzie, Mail Stop 172, Board of Governors of the Federal Reserve System, 20th and Constitution Avenue, Washington, DC 20551, IT.interns@frb.gov.
- Deadline: February 28.

DIVISION OF RESEARCH AND STATISTICS

The Division of Research and Statistics collects and develops economic and financial information and analyses for use by the Federal Reserve Board, the Federal Open Market Committee and other system officials to assist them in formulating monetary and regulatory policies. Summer positions are open to undergraduate and graduate students in computer science, economics, business administration and finance.

- Contact: Rebecca Young, Mail Stop 65, Board of Governors of the Federal Reserve System, 20th and Constitution Avenue, Washington, DC 20551, Fax (202) 736-1919, projectinterns@frb.gov.
- Deadline: April 1.

COOPERATIVE EDUCATION PROGRAM

The Board's Cooperative Education Program provides paid and unpaid professional work experience to undergraduate and graduate students in economics, finance and accounting, information systems and law. The Board believes that by combining academic endeavors with related work experience, qualified and capable college students can gain the practical knowledge needed for today's global job market. Candidates are selected competitively on the basis of scholastic achievement, recommendations and completed course work in relevant areas of study. Generally, one-year assignments or summer-only opportunities are available. Other assignment lengths may also be considered.

- Contact: Debra York, Mail Stop 129, Board of Governors of the Federal Reserve System, 20th and Constitution Avenue, Washington, DC 20551, Fax (202) 452-3863, projectinterns@frb.gov.

U.S. INTERNATIONAL TRADE COMMISSION

The United States International Trade Commission (USITC) is an independent, quasijudicial federal agency with broad investigative responsibilities on matters of trade. The agency investigates the effects of dumped and subsidized imports on domestic industries and conducts global safeguard investigations. The Commission also adjudicates cases involving alleged infringement by imports of intellectual property rights. Through such proceedings, the agency facilitates a rules-based international trading system. The Commission also serves as a Federal resource where trade data and other trade policy-related information are gathered and analyzed. The information and analysis are provided to the President, the Office of the United States Trade Representative and Congress to facilitate the development of sound and informed U.S. trade policy. The Commission makes the most of its information and analysis available to the

public to promote understanding of international trade issues. The Commission offers two internship opportunities, the USITC *Internship Program* and the *Student Career Experience Program (SCEP, aka Co-Op)*. General requirements: All student employment opportunities require that the student be a U.S. citizen or a national (resident of American Samoa or Swains Island) and be currently enrolled in a course of study, or if graduating, be enrolled to continue at the next higher level of study. All student employees are eligible for mass transit subsidy.

USITC Internship Program

The Commission's internship program includes both volunteer interns (unpaid) and a paid summer internship program. Volunteer interns may work during any part of the year and are typically recruited through contact with college and university internship coordinators. The length of volunteer internships is determined by the USITC supervisor. Candidates for the summer intern program must meet GS grade requirements based on education and experience and submit official transcripts prior to appointment. Each year, a vacancy announcement for the summer program is posted at the USAJobs website. The announcement is open from mid-January to early March and covers all academic disciplines. Application instructions are contained in the announcement. Appointments to this program will not exceed 10 weeks and interns do not earn leave.

Student Career Experience Program

The Student Career Experience Program (SCEP) program provides an opportunity to gain work experience directly related to an academic field of study, offers a flexible work schedule on a part-time or full-time basis, allows students to earn leave credit for illness and vacation and includes health and life insurance options.

The Commission hires students into the SCEP on an ad hoc basis. When a vacancy occurs, a hiring manager has the option of filing the vacancy via a SCEP appointment. SCEP students are hired to work in their academic field. The program provides the opportunity for the student, educational institution and the Commission to enhance the student's career through a combination of classroom studies and on-the-job training. In addition to the general requirements students applying for SCEP opportunities must:

- be enrolled or accepted for enrollment as a degree student in an accredited graduate or professional program;

- be at least the minimum age required by Federal, state or local laws and standards governing the employment of minors and
- be taking at least half-time academic course load.

Since a student under the Student Career Experience Program is eligible to be noncompetitively converted to permanent status within 120 days of completion of their academic program, the student is responsible for ensuring that he or she completes all requirements for the position, including mandatory certification, prior to the end of the 120-day conversion period. U.S. citizenship is required for conversion to permanent employment under this program.

LEGAL SERVICES CORPORATION

The mission of Legal Services Corporation (LSC) is to provide equal access to justice for low-income people. LSC grants funds to legal services programs all over the country to provide high-quality civil legal assistance to the poor. Law school students are frequently hired to serve as legal interns in the Office of Legal Affairs. Other intern positions for college students may be available in the Office of Governmental Relations and Public Affairs and the Office of Program Performance, which oversees the grant making process.

- Web site: <http://www.lsc.gov>.

NATIONAL ENDOWMENT FOR THE ARTS

The National Endowment for the Arts (NEA) is an independent federal agency dedicated to promoting excellence in the arts (both new and established), bringing the arts to all Americans and providing leadership in arts education. The Endowment awards grants for projects in disciplines such as dance, design, folk and traditional arts, music and opera, literature, media and theatre. The NEA is the largest single funder of the nonprofit arts sector in the United States. Since its inception in 1965, it has awarded more than 120,000 grants in all 50 states and the six U.S. jurisdictions.

The NEA accepts interns throughout the year in many of its offices on a non-paid basis. Prospective interns apply for the volunteer/intern program by submitting a cover letter and resume to the Intern Coordinator in the Office of Human Resources.

- Contact: Anita Green, Office of Human Resources, the Old Post Office Building, 1100 Pennsylvania Avenue NW, Room 627, Washington, DC 20506, (202) 682-5405, Fax (202) 682-5666.
- Web site: Apply on-line via the Web site, <http://www.arts.gov>.

- Deadline: Applications may be submitted at any time. Positions are available throughout the year.

U.S. NUCLEAR REGULATORY COMMISSION

The U.S. Nuclear Regulatory Commission (NRC) regulates the Nation's civilian use of byproduct, source and special nuclear materials to ensure adequate protection of the public health and safety, to promote the common defense and security and to protect the environment. NRC hires college students for the *Student Career Experience Program* (Co-op) and *Summer Interns* majoring in the following disciplines: Engineering: Electrical, Environmental, Human Factors, Mechanical, Metallurgical, Nuclear, PRA/Reliability, Structural and Risk/Reliability; Science: Geology, Health Physics, Hydrology, Materials Science, Physics and Volcanology; other disciplines: Accounting and Cyber Security/Information Technology. Clerical positions are also available.

- Contact: Ms. Peggy Etheridge, Human Resources Specialist, at (301) 415-2294 or pae@nrc.gov for co-op information. Ms. Bonita Cook, Human Resources Specialist, at (301) 415-2092 or bdc@nrc.gov for summer internship information.
- Deadlines: Applicants may submit resumes and transcripts at any time for co-op positions at co-ops@nrc.gov. Applicants may submit resumes and transcripts for summer internships between October and December at summer-emp@nrc.gov.
- NRC employment web page: <http://www.nrc.gov/who-we-are/employment.htm1>.

OFFICE OF MANAGEMENT AND BUDGET

The Office of Management and Budget (OMB) assists the President in the development and execution of his policies and programs. OMB has a hand in the development and resolution of all budget, policy, legislative, regulatory, procurement and management issues on behalf of the President. Applications are being accepted for the summer from graduate level students with backgrounds in public policy, public administration, business or economics. Applicants should send (1) a resume, (2) writing sample (no more than 2 pages) and (3) copies of transcripts (unofficial is fine) to OMB_Recruitment@omb.eop.gov or fax to (202) 395-3504.

- Contact: Sharon Warner, OMB, swarner@omb.eop.gov.
- Website: <http://www.whitehouse.gov/omb>.
- Deadline: Applications accepted though March 31.

OMB LEGISLATIVE AFFAIRS OFFICE

The OMB Legislative Affairs internship program is for undergraduate level students in public policy, public administration, economics, law or a related field. The duration of the assignment varies depending on each student's schedule. U.S. Citizenship is required.

- Contact: Chris Cook, CCook@omb.eop.gov, (202) 395-4790, Fax (202) 395-3729.
- Website: <http://www.whitehouse.gov/omb>.
- Deadlines: Fall: July 30th; Spring: November 9th; Summer: April 2nd.

OFFICE OF PERSONNEL MANAGEMENT

The Office of Personnel Management (OPM) provides two unique employment information systems for students seeking federal job opportunities. Both systems are excellent resources for information about opportunities compatible with personal qualifications, career interests and geographic preferences. The database for each system is updated every business day. Potential applicants are encouraged to check the systems on a regular basis to view new listings; however, both systems offer a feature whereby a job seeker can receive automatic job alerts. This special feature allows the job seeker to set up “job agents” that automatically search for certain jobs and then report back to them when such jobs are announced.

STUDENTJOBS: Located online at <http://www.studentjobs.gov/>, this website is a joint project between OPM and the U.S. Department of Education. Studentjobs.gov is specifically designed for students and provides information on how to apply for jobs, how to build a resume and current federal government job opportunities. In addition, there is a link to e-Scholar that provides students, parents and career professionals information on different educational opportunities offered by the federal government, including internships.

USAJOBS: Located online at www.usajobs.opm.gov, this website is intended for persons seeking federal employment in general. However, it also includes job opportunities of potential interest to student job seekers. The database typically has more than 17,000 job vacancies listed at any one time. In addition to the online access, the USAJOBS database may be accessed through an interactive voice response system at (703) 724-7850.

Presidential Management Fellows: For graduate students desiring to enter the federal workforce, OPM maintains the Presidential Management Fellows (PMF) Program. This program was established by Executive Order in 1977 to attract to the federal service outstanding individuals from a wide variety of academic disciplines who have an interest in, and commitment to, a career in the analysis and management of public policies and programs. The program has very specific qualifications and application requirements. More detail about the PMF Program can be obtained at www.pmf.opm.gov. Applications for the program are accepted only during the period from September 1 to October 15 of each year.

PEACE CORPS

The Peace Corps provides practical assistance to developing countries by sharing America's most precious resource - its people. The close interaction between Peace Corps Volunteers and local communities has allowed the Peace Corps to establish an admirable record of service that is recognized around the world. Since 1961, Peace Corps Volunteers around the world have brought a spirit of hope and optimism to the struggle for progress and human dignity. More than 187,000 Americans have served in 139 countries. As of September 30, 2006, over 7,749 Volunteers are serving around the world. Peace Corps Volunteers serve as teachers, business advisors, information technology consultants, health and HIV/AIDS educators and youth and agriculture workers.

While times have changed since the Peace Corps' founding, the agency's mission - to promote world peace and friendship - has not. The three goals of the Peace Corps are as relevant today as they were forty-three years ago: 1) to help the people of interested countries meet their need for trained men and women; 2) to help promote a better understanding of Americans on the part of the peoples served and 3) to help promote a better understanding of other peoples on the part of Americans.

Staff at Peace Corps Headquarters support the agency's mission and the important work of volunteers in the field. Paid and volunteer internship positions may be available. Interested applicants should email their resume to glearman@peacecorps.gov.

- Web site: <http://www.peacecorps.gov>.

PENSION BENEFIT GUARANTY CORPORATION

The Pension Benefit Guaranty Corporation (PBGC) was established in 1974 by the Employee Retirement Income Security Act. Since its inception, the Corporation has been protecting the defined-benefit pension plans of millions of Americans. All of its federal employees are located in Washington, D.C. The PBGC routinely offers positions to students under the *Student Temporary Employment Program (STEP)*.

PBGC may also have positions in the *Student Career Experience Program (SCEP)* and the *PBGC Intern Program* at various times throughout the year. The PBGC Intern Program is designed to provide structured individualized development in one of the Corporation's core business areas. The core business areas are Accountants, Actuaries, Attorneys and Pension Law Specialists.

- Contact: For information about these or other employment opportunities, please contact the Pension Benefit Guaranty Corporation, Human Resources Department, 1200 K Street NW, Suite 120, Washington DC 20005-4026, (202) 326-4110, HRDBusinessCenter@pbgc.gov.
- Website: www.pbgc.gov.

SECURITIES AND EXCHANGE COMMISSION

The Securities and Exchange Commission (SEC) administers federal securities laws that seek to provide protection to investors, ensure that securities markets are fair and honest and provide the means to enforce securities laws through sanctions. The SEC sponsors various internships for students during the summer months. Law students can apply for our *Summer Honors Program for Law Students*. Graduate students can apply for our *Summer Honors Business Program* and undergraduate students can apply for our *Summer Honors College Program*. Applications for these summer positions are generally accepted in December and January and may be paid or non-paid depending on agency funding.

Non-paid internships for law students are filled through the *Law Student Observer Program* and are offered during the school year. Interested students should apply by the designated deadlines to be considered for semester internships. The agency also hires students through the *Student Temporary Employment Program (STEP)*. These types of internships are paid and are filled at the discretion of the agency as funding permits.

Interested parties may view the SEC Web site to obtain additional information about its student internship opportunities, application procedures and deadlines for receipt of applications.

- Web site: http://www.sec.gov/jobs/jobs_fulllist.shtml.

The *Summer Honors College Program* gives undergraduate students the opportunity to become acquainted with the activities of the Commission and explore various career opportunities with the SEC. Students work with various Commission staff and, over the course of the ten-week program, generally have the opportunity to work on a number of projects. Individual projects are assigned according to the skill set and interests of the student. Students participate in seminars and workshops on various aspects of the Commission's activities. The program allows students from universities across the country to work at the Commission's Washington, DC headquarters or one of its 11 regional and district offices nationwide.

Selection Criteria: Candidates must:

- Be at least 16 years of age at the time of appointment.
- Be currently enrolled as a degree seeking student, on at least a half-time basis (determined by the particular school or university) in an accredited 2 or 4-year college or university.
- Have a cumulative GPA of 2.5 or better on a 4.0 scale.
- Students graduating in May are not eligible for Summer positions of that year, unless they will be continuing their education in the Fall semester in a graduate or law school program.
- Contact: the SEC Recruiting Office at recruit@sec.gov.
- Web site: www.sec.gov/jobs. Follow the link under "Summer Honors College Program" to find the online application.

The *Summer Honors Law Program* gives first and second year law and JD/MBA students the opportunity to become acquainted with the regulation of the securities markets and the activities of the Commission. The program allows students from law schools across the country to work at the Commission's Washington, DC headquarters or in one of eleven regional and district offices nationwide. Summer internships traditionally begin after Memorial Day and last for 10 weeks.

Selection Criteria:

- Academic achievement (applicants must have a B average or higher to apply).
- Previous relevant employment and education.
- Writing, research and analytical abilities demonstrated through law review or other publication.
- Extracurricular activities, such as moot court competition, legal aid and clinical experience.
- Contact: the SEC Recruiting Office at (202) 551-4118 or recruit@sec.gov.

- Web site: www.sec.gov/jobs or <https://www.avuedigitalservices.com/sec-sp/applicant.html>.

The *Summer Honors Business Program* is an internship program that introduces students pursuing MBAs and other graduate degrees in such areas as accounting, economics, finance, information systems/information technology, human resources and public policy to the regulation of the securities markets and the work of the Commission. Graduate students from universities across the country have the opportunity to work for 10 weeks during the summer in the Commission's Washington, DC headquarters or one of its 11 regional and district offices nationwide.

Selection criteria and other considerations:

- Open to graduate students currently pursuing MBAs or other master's degrees in such areas as accounting, economics, finance, information systems/information technology, human resources, public policy and related fields.
- Students must complete one full-year of graduate coursework toward their degree before the start of their SEC internship.
- Graduating students are eligible **only if** they will be continuing in another degree program immediately following their SEC internships.
- Academic achievement (applicants must have a minimum **3.0 GPA**).
- Previous relevant employment experience will be considered.
- Writing, research, and analytical abilities.
- Student leadership positions, honors and publications.
- **U.S. citizenship is required**
- Relatives of SEC employees **are not** eligible
- Web site: www.sec.gov/jobs. Follow the link to Summer Honors Business Program.

The SEC's *Law Student Observer Program* provides exposure to the workings of the Commission and to the regulation of securities and securities markets. The one-semester volunteer program is open to first-, second- or third-year law students or JD/MBA students and L.L.M. students. Participants are assigned to one of the Divisions or Offices of the SEC at its headquarters in Washington, D.C. or one of its Regional or District Offices Nationwide. Student observers are assigned to work with SEC staff members on projects covering a broad range of the Commission's work. Projects in the past have included the investigation of

industry and issuer practices, litigation of civil enforcement actions and the drafting of proposed statutes and rules.

- Web site: www.sec.gov/jobs.shtml.
- Contact: U.S. Securities and Exchange Commission, Attention: Candyce Pare, Student Observer Program, 100 F Street NE Washington, DC 20549-5631, PareC@sec.gov, Fax (202) 772-9235.

The *Student Temporary Employment Program* provides employment for students from the metropolitan D.C. area while attending school and to assist with clerical/administrative/research functions in the agency. Please note that this program is intended for students residing in the Washington, D.C. metropolitan area only.

- Web site: <http://www.sec.gov/jobs/step2k.htm>.

SMALL BUSINESS ADMINISTRATION

The Small Business Administration (SBA) aids, counsels, assists and protects the interests of small businesses, preserves free competitive enterprise and maintains and strengthens the nation's overall economy. SBA may offer paid internships under the *Student Career Experience Program*. This program is available to students at least 16 years of age who are enrolled at least half-time in high school, vocational or technical school, associate degree, baccalaureate degree, graduate degree and professional degree programs. Students may be employed at any time during the year. At SBA, students in the Student Career Experience Program can gain valuable work experience directly related to the following academic fields of study: finance, business administration, international trade, economics, accounting, public administration, procurement and contracting.

SBA also offers unpaid volunteer positions to students who are at least 16 years of age, enrolled at least half-time in high school, college or a university and majoring in one of the academic fields listed above. Volunteer positions are available at any time during the year.

- Contact: Yvette Watson, U. S. Small Business Administration, Office of Human Capital Management, 409 Third Street SW, Washington, DC 20416, (202) 205-6152, Fax (202) 481-5420.
- Web site: <http://www.sba.gov>.
- Deadline: Applications may be submitted at any time.

SOCIAL SECURITY ADMINISTRATION

Social Security helps 50 million people a month. We are the world's largest social insurance program. Social Security serves the needs of Americans in over 1,300 field offices, located in all 50 states, as well as Puerto Rico, the Virgin Islands and Guam. For over 65 years, the Social Security Administration (SSA) has played a part in the lives of nearly everyone you know. The programs administered by Social Security have kept millions of elderly and disabled individuals safe from poverty. With over 90% of the U.S. population covered by Social Security, new challenges require that we question the limits of the status quo, reaching outside of the realm of the usual and standard.

Though SSA does not have a dedicated intern program, students are provided the opportunity to apply for federal jobs through the Student Educational Employment Program. The Student Educational Employment Program has two components: *Student Temporary Employment* and *Student Career Experience*. These programs are available to students in academic, vocational and technical programs. Information about these programs is available at <http://www.ba.ssa.gov/careers/students&grads.htm>.

The Social Security Administration (SSA) is an active recruiter for the *Presidential Management Fellows (PMF) Program*. For the past several years, SSA has hired more than 190 PMFs to work in throughout the country and in the Headquarters in Baltimore Maryland. Information about the PMF program is available at <http://www.ba.ssa.gov/careers/pmf3.htm>.

Questions about internship opportunities in specific areas of the country should be addressed to the local personnel office. The list of personnel offices is found at <http://www.ba.ssa.gov/careers/nearestyou.htm>.

THE WHITE HOUSE

The White House is home to the President and his family and serves to facilitate the President's interaction with Congress, the heads of executive agencies, the press and the general public. Undergraduate juniors and seniors who have demonstrated academic excellence and displayed a commitment to public service are encouraged to apply for the White House Internship Program.

The White House Internship Program offers an excellent opportunity to serve our President and explore public service. The White House seeks exceptional candidates to apply for this highly competitive program. In addition to typical office duties, interns attend weekly lectures, tours and complete an intern service project. Interns may serve a term in the Fall, Spring or Summer. *Every candidate must be a United States citizen, enrolled in a college or university, and at least 18 years of age.* Strong applications exhibit sound academic credentials, a history of

community involvement and leadership, solid verbal/written communication skills and a demonstrated interest in public service.

- Deadline: March 6 for SUMMER (May 22 to August 24), June 26 for FALL (September 4 to December 14).
- Contact: Karen Race, Deputy Director and Intern Coordinator, White House Personnel, 202) 456-5979, intern_application@whitehouse.gov.
- Web site: <http://www.whitehouse.gov/government/wh-intern.html>.